

MINNESOTA DISTRICT COURT 7th JUDICIAL DISTRICT		
JUDICIAL LAW CLERK Appointing Authority: The Honorable Sally Robertson		
OFFICE & LOCATION Wadena County Courthouse Wadena, MN	CLASS Judicial Law Clerk	WORK SCHEDULE Full-time Mon.-Fri. – 8:00-4:30

DESCRIPTION: Judge Sally Robertson who is chambered in the Wadena County Courthouse, Wadena, Minnesota, and rotates into Todd County, Long Prairie Minnesota, is seeking qualified candidates for a judicial law clerk position. Duties include preparing memoranda and opinions, preparation of jury instructions, conducting legal research, and trial attendance. The law clerks and the judges have a close working relationship that affords the clerk an opportunity to observe how judges reason and arrive at their decisions. A law clerk can expect a comprehensive experience in many facets of the law.

MINIMUM QUALIFICATION:

- Graduate of an accredited law school.
- Attorney who has taken the Bar is preferred.
- Candidates must pass a criminal background check in order to be eligible for employment.

SALARY: \$20.43 per hour; Employees will have the State of Minnesota benefits package.

APPLICATION DEADLINE: Applications accepted until position has been filled.

TO APPLY: To request an employment application form, please call (320) 656-6555, or download from www.mncourts.gov Submit a letter of application, resume, one writing sample and transcript of grades to:

Seventh Judicial District
Attn: Law Clerk-Judge Sally Robertson
Box 1836
St. Cloud MN 56302
EOE
Position # 00293630